

OFFICE OR STAFF OCD			OFFICE CODE		REQUEST DATE 12/9/78		APPROVAL DATE 12/9/78		CONTROL NO. 32902-2		Page of Pages	
DELETIONS						ADDITIONS						
ORGANIZATION AND POSITION TITLE		SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE		SERIES & GRADE	POSITION NO.	NET CHANGE NEW BR. & DIV. TOTALS		ORGANIZATION CODE (Machine Records)		
<u>BIOGRAPHIC REGISTER DIVISION</u> <u>INDEX BRANCH</u> Secretary (Steno)		GS-318 5	J 388	<u>BIOGRAPHIC REGISTER DIVISION</u> <u>INDEX BRANCH</u> Secretary-Typing		GS-318 5	J 388	JOB NO. BOX NO. FLD NO. DOC. NO. 22 NO CHANGE IN CLASS/DECLASS/ CLASS CHANGED TO: TS S C RET. JUST 22 NEXT REV DATE 19 REV DATE 6-5-79 FIVE YEAR NO. PGS / CREATION DATE - ORG COMP - OPT - ORG CLASS C REV CLASS / CREV COORD. - AUTH: HR 70-3		25X1		
Verbal request, OCD and classification review. No change in number of positions or in ceiling.												
NEW OFFICE TOTALS				APPROVAL								
Office Total Ceiling				The T/O changes listed above are hereby approved. Please make changes on office records as necessary. Retain this authority until new machine printed T/O page(s) is received.								
25X1A9A				Chief, Class. & Wage Div.								

T/O CHANGE AUTHORIZATION